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ATTN: D17/S-55-2506

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PLANS, PROGRAMS, AND PROJECTS

9 September 1955

18 October

**SUBMISSION OF ANNUAL PROGRAMS TO THE
PROJECT REVIEW COMMITTEE**

1. GENERAL

This regulation prescribes standards and procedures governing the submission of programs to the Project Review Committee.

2. SUBMISSION BY DEPUTY DIRECTORS

- a. Deputy Directors, if their activities are planned on a program basis, shall submit annual operational programs to the Recording Secretary of the Project Review Committee beginning not later than the second week in April each year.
- b. Deputy Directors or their designees shall coordinate with the Recording Secretary of the Project Review Committee in order that programs may be submitted at such intervals as will ensure a program being available for Committee consideration each week.

3. REQUIREMENTS FOR PROGRAM SUBMISSION

- a. Programs prepared for consideration by the Project Review Committee shall include:
 - (1) A general statement of authority for the proposed activities and certification that such actions are authorized by policy and are in consonance with approved plans.

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- (2) A statement of objectives and tasks.
- (3) Estimates of personnel and material costs.
- (4) Statements of estimated total costs.
- (5) In cases where the Comptroller normally allots funds by project, the required funds indicated for each project, subject to the exceptions in para. 4. of []
- (6) Letter of transmittal explaining any major variation of costs or planned operation and carrying, as attachments, briefing sheets (normally one page for each country and two or three pages for the Area Division).
- (7) Requirements for (1) targets of opportunity, (2) project development and (3) other operational activities which shall be identified separately and justified in appropriate detail.

b. Normally requests for funds to cover contingencies will not be included in program submissions. Anticipated incidents or well-formulated intentions beyond the realm of opportunity targets or the usual operational development costs may be detailed separately and so identified.

4. NEW PROJECTS

- a. New projects (or objectives and tasks) which have not been previously approved in compliance with [] shall be designated as proposed and included in the program as appropriate.

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- b. New projects described in Paragraph a. immediately above which are in an amount in excess of \$25,000 shall be submitted to the Project Review Committee in the full detail required by [] as soon as is feasible and shall not be put into operation until specific approval is recommended by the Committee, and the Director has approved. Such projects not in excess of \$25,000 shall be submitted for approval in accordance with pertinent regulations or instructions issued by the appropriate Deputy Director prior to being put into operation.

For the Director of Central Intelligence:
L. K. White
Deputy Director
~~James G. Thompson~~
~~Director of Central Intelligence~~
(Support)


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**Proposed Revision of [REDACTED]
"SUBMISSION OF ANNUAL PROGRAMS
TO THE PROJECT REVIEW COMMITTEE",
dated 9 September 1955**

3 Oct 55
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6 Oct 55
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8 Oct 55
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14 Oct 55
(date)
6 Oct 55
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10 Oct 55
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15/
Special Asst. to DCI for Planning & Coordination

for Deputy Director (Plans)
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Deputy Director (Intelligence)
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Deputy Director (Support)
15/
Inspector General
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General Counsel
Controller

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